myUTSA ID | Student's Last Name | Student's First Name

2011-2012 UTSA REQUEST TO CANCEL ALL FINANCIAL AID

Office of Student Financial Aid and Enrollment Services (SFAES)
University of Texas at San Antonio, One UTSA Circle, San Antonio, Texas 78249-0687
1-800-669-0919 210-458-8000 Fax (210) 458-4638 financialaid@utsa.edu www.utsa.edu/financialaid

THE SUBMISSION OF THIS FORM DOES NOT WITHDRAW YOU FROM THE UNIVERSITY

STEP 1: Indicate the semester for which you want to cancel your aid:

☐ Fall 2011 ☐ Spring 2012 ☐ Summer 2012

STEP 2: Indicate the status of your financial aid for this semester

☐ My financial aid has already disbursed for the semester indicated above

☐ My financial aid has not disbursed for the semester indicated above (SKIP STEP 3 IF THIS APPLIES TO YOU)

☐ I do not know if my aid has disbursed

STEP 3: Please check the statement that applies to you

☐ I have never attended this semester (we will confirm with your professor(s) if you ever attended class(es) and if not, will send back 100% of your aid even if it is already disbursed)

☐ I am currently attending but do not wish to receive any financial aid

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CERTIFICATION AND SIGNATURE:

Your signature on this document confirms your acknowledgement of the following:

- I understand that I might be asked for additional documentation
- I understand that this form may not be used to withdraw from UTSA
- During peak seasons, there may be a 5-7 business day processing time for the request

Student Signature _____ Phone Number _____ Date _____

PRIVACY NOTICE

With a few exceptions, you are entitled to be informed about the information U.T. San Antonio collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review this information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. San Antonio correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in the University of Texas System Business Procedures Memorandum 32. The information that U.T. San Antonio collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et. seq. of the Texas Government code) and rules. Different types of information are kept for different periods of time.

OFFICE USE ONLY

Date Received in SFAES: _____

Entered on RRAAREQ by: _____

Processed by: _____

RRAAREQ Code: CNLAID
Revised on 2/28/2012

Webx Code: FA_CNLAID